

**MEMORANDUM
REQUEST FOR PROPOSAL**

TO: Certified Lead Inspector/Risk Assessors

FROM: Carin Speidel, Lead Safe Home Program Coordinator
Healthy Homes Section

SUBJECT: Request for Proposals (RFP)
Contracted Lead Inspection/Risk Assessment Combinations, Lead Abatement
Clearances and EBL Environmental Investigations

DATE: November 13, 2007

The Michigan Department of Community Health, Healthy Homes Section (HHS) is currently in search of individuals or agencies to conduct lead-based paint Inspection and Risk Assessment combinations and Lead Abatement Clearances, as well as Elevated Blood Lead (EBL) Environmental Investigations on an as-needed basis to begin immediately and end on September 30, 2008, per the State of Michigan's fiscal year.

Details of the work requirements for the contracted party (ies) are as follows:

- The individual or agency will complete lead-based paint Inspection and Risk Assessment combinations upon request by HHS, on housing units at a competitive rate of \$475 per unit, for an unspecified number of housing units. This amount will include a full Lead Inspection/Risk Assessment. The individual or agency must have possession and/or use of an XRF analyzer to adequately complete the Lead Inspection.
- The individual or agency will complete lead-based paint Abatement Clearances, upon request by HHS, on housing units at a competitive rate of \$300 per unit, for an unspecified number of housing units. The agency understands that the individual conducting the clearance must have no affiliation with the individual or crew that performed the work.
- The individual or agency must complete EBL Environmental Investigation Endorsement, which consists of studying the EBL Environmental Investigation Protocol and passing a no-cost, third-party exam. This endorsement must be obtained within 60 days of start of the contract. The individual or agency will complete EBL Environmental Investigations in combination with a Lead Inspection and Risk Assessment, upon request by HHS, on housing units at a competitive rate of \$775 per unit, for an unspecified number of housing units.
- The individual or agency must adhere to all applicable Michigan rules and regulations in completing these services. The individual completing the Lead Inspection and Risk Assessment combination, Lead Abatement Clearance, as well as EBL Environmental Investigation must be state-certified as a Lead Inspector and Risk Assessor, as well as endorsed as an EBL Environmental Investigator.
- The individual or agency may utilize the laboratory of their choice for environmental analysis as part of the Lead Risk Assessment, EBL Environmental Investigation and Lead Abatement Clearance. The individual or agency is responsible for paying all laboratory costs associated with sample analysis. The individual or agency must submit samples to an EPA-approved National Lead Laboratory Accreditation Program (NLLAP) certified laboratory.

- The individual or agency must utilize the HHS Statewide Regional Field Consultant Lead Inspection and Risk Assessment combination report template. This template will be provided to the individual or agency upon execution of the purchase order. In the event that an EBL Environmental Investigation is ordered, the individual must utilize the State of Michigan EBL Environmental Investigation Protocol.
- Individuals or agencies to complete these services will be selected based on geographical area and on an as-needed basis. Upon selection of individuals or agencies, HHS will issue a purchase order to the appropriate party. Upon completion of a Lead Inspection and Risk Assessment combination, Lead Abatement Clearance or EBL Environmental Investigation, the individual or agency will bill HHS and be paid on a per unit basis.
- The individual or agency must provide a copy of the Lead Inspection/Risk Assessment combination report to HHS, Attention: Steve Smith within 20 days of completion of service. The individual or agency must provide the Lead Abatement Clearance report to HHS, Attention: Steve Smith within 1 day of receipt of sample results from laboratory. The individual or agency must provide a copy of the EBL Environmental Investigation report with accompanying Lead Inspection and Risk Assessment report within 20 days to HHS, Attention: Steve Smith.
- HHS will contact the agency or individual directly to order a Lead Inspection and Risk Assessment combination, Lead Abatement Clearance and/or EBL Environmental Investigation on an as-needed basis.

Interested individuals or agencies may submit a letter or email of interest and qualifications, by November 30, 2007 to HHS at:

Michigan Department of Community Health
Healthy Homes Section
PO Box 30195
Lansing, MI 48909

Phone (517) 335-9833
Fax (517) 335-8800
Email: SpeidelC@Michigan.gov